

North Cumberland Fire District

Meeting Minutes

May 17, 2006

Opening:

The regular meeting of the North Cumberland Fire District (NCFD) was called to order at 7:00 p.m. on Wednesday, May 17, 2006, by Chairman Edward LeBlanc.

Present:

Edward LeBlanc, Chairman

John Aharonian

Robert Audette

Brian Campbell

Paul Lindquist

Matthew Gannon

Joseph Baglini

Others Present:

Rene Gendreau, Chief

Fay Dakake, Clerk

Daniel Hamel, Treasurer

Martin Klara, Tax Collector

A. Approval of Minutes

A motion was made by Mr. Gannon, seconded by Mr. Baglini, to approve the Clerk's Report of April 19, 2006, as corrected. All in favor. So voted.

B. Treasurer's Report

The Treasurer's Report dated May 17, 2006, included the following:

- o Financial Summary, March, 2006
- o Tax Collections Comparison Chart, April 30, 2006
- o Balance Sheet as of April 30, 2006
- o Profit and Loss Statement, April, 2006
- o Profit & Loss Prev. Year Comparison July, 2005 – April, 2006

Treasurer Hamel pointed out the -57,184 variance on page 2 of the Tax Collections Comparison Chart. After a conversation with the Tax Collector, he feels NCFD will not meet the budget.

The Tax Collector intends to send out an additional set of bills stamped "If This Bill Is Not Paid, It Is Going to Tax Sale". He feels this may generate a response. Tax Collector Klara divulged a delinquency of \$20,000. - \$30,000. on Industrial Drive. He feels the problem may lie with the owner of the building, not the owner of the business.

A motion was made by Mr. Lindquist, seconded by Mr. Audette, to accept the Treasurers' Report dated May 17, 2006. All in favor. So voted.

C. Tax Collector's Report

The Tax Collector's Report dated May, 2006, was reviewed.

A motion was made by Mr. Campbell, seconded by Mr. Ahronian, to accept the May, 2006, Tax Collector's Report. All in favor. So voted.

D. Chief's Report and Monthly Expenditures

Chief Gendreau submitted a Monthly Report for April, 2006, and an Expenditures Report dated May 17, 2006.

Chief Gendreau highlighted:

 21% increase in calls compared to April, 2005.

 Pvt. O'Neill suffered a hand injury at a brush fire and will be unable to work for three to four months.

The expenditures report outlined total bills for May, 2006 at \$18,358.62. Two additional bills were submitted:

 6450 Check Mate (Computer Voucher Checks) \$ 95.50

 6460 Martin Klara (PO Mileage 11/01/05 to 04/27/06) \$206.93

Total bills May, 2006: \$18,661.05

Chairman LeBlanc questioned account #6380 for Thomas Heaney Jr. EMS recertification training. Chief Gendreau explained that this amount is for the recertification of EMS licenses in 2005. There was a contract in effect at that time. This all occurred before Mr. Heaney was terminated. NCFD is now in the process of finding someone else to provide the recertification.

Chairman LeBlanc asked if any other contracts of this type exist within the Department. Chief Gendreau noted that there is a contract with Lt. Bob Shields for rope and water training.

A motion was made by Mr. Audette, seconded by Mr. Gannon, to accept the Chief's Report and the Monthly Expenditures. All in favor. So voted.

E. Committee Reports

Insurance

Chief Gendreau distributed an internet article from Firehouse.com to reiterate the importance of quality/reputable insurance.

Financial Management, Budget, Taxes

Mr. Gannon requested a special meeting to focus solely on the FY 2006/2007 Budget. A special Budget meeting was set for June 1, 2006, at 7:00p.m.

Personnel

To be covered in Executive Session.

Labor Relations

Mr. Campbell announced that the Labor Relations Committee had met recently and had discussed the following:

- The Union would like the opportunity to clearly explain grievance procedures to the Board.**
- An invitation to the Board members to view any aspect of NCFD procedures in order for them to better understand their business of firefighting.**
- A request was made that the awards be given at Appreciation Night not at the Annual Meeting.**

Mr. Campbell believes that the Board should have a better understanding of the grievance procedure

President Emerson explained the need to follow procedure that includes the filing of a grievance to give order to the matter at hand.

Mr. Baglini showed interest in how much effort is put into communicating about these problems. President Emerson explained that it depends on the situation. He used a safety issue with a piece of apparatus as an example. The unsafe piece is turned in and if nothing is done, they cannot open a discussion, forcing them to file a

grievance as part of the process. They only have a ten-day window from the time of the infraction. Depending on the severity of the situation, generally the Local meets with the Executive Board, and the Executive Board makes a decision regarding the best avenue to take.

The Board was in agreement that the awards would be given at the Appreciation Dinner with mention of awards at the annual meeting.

Nominations

Chairman LeBlanc announced that Mr. Baker had withdrawn his interest in becoming a trustee. The executive profile of Robert J. Murray was reviewed as a possible candidate.

A motion was made by Mr. Baglini, seconded by Mr. Lindquist, to nominate Mr. Robert J. Murray to the Board of Trustees of the North Cumberland Fire District. All in favor. So voted.

Buildings, Grounds, Apparatus, Computer

Chief Gendreau stated that between the seeding, raking, fertilizing and the rain, the grounds look great.

The Chief and the Deputy traveled to Marlborough to review the spec sheet of the new vehicle and to make changes. The new spec sheet, including the total contract price and the municipal lease/purchase option, was reviewed.

A motion was made by Mr. Gannon, seconded by Mr. Lindquist, to go with the payment plan. All in favor. So voted.

One of NCFD's call personnel worked with the Deputy to submit an application for a grant to Factory Mutual for the computer needed for the apparatus. There would be no yearly software expense, according to the Chief.

The axle bearing of the Jeep will be replaced.

Public Relations

An article included in First Responder, relating to the recent fire on Diamond Hill Road, was distributed.

A thank-you note was received from Mercymount for the "Fire Chief for the Day" donation.

F. Old Business

Financial Audit

Mr. Gannon updated the Board on the recent meeting with Jeff

Wadovick, CPA with James N. Nadeau & Co. Basically, Tax Collector Klara asked for verification of accounts and procedures as of his date of appointment. It seems that Mr. Wadovick cannot do and it cannot be done what we are asking him to do. However, Mr. Wadovick did take a look at NCFD procedures and stated that they are more than adequate.

Fire Department Consolidation

Mr. Lindquist updated the Board: three open meetings have been held, the last being May 16, 2006. Three districts are talking and a fourth, whose annual meeting is not until November; felt that they are not ready to make a decision at this time. The group is slowly progressing. A personnel committee has looked at both the firefighters' contract for NCFD and Cumberland and has found nothing that would affect a merger. They will be looking at Valley Falls firefighter and the Chiefs' contracts. The finance committee will be getting together May 22, 2006. Chief Walsh and Chief Gendreau worked together to develop a fact sheet, outlining why a merger was being proposed, to help educate the taxpayer to be presented at each taxpayer meeting.

Update of Collection & Recording of Tax Sale Funds

Chairman LeBlanc updated the Board that he and the Tax Collector had met with Attorney Baker to resolve the recent redemption issue.

Although the situation is not completely settled, it seems there were some misunderstandings that assumed payments were made for a certain year. The property was not redeemed and NCFD is not liable for any cost, except lawyers' fees, which are being worked out.

Renovation of Tax Collector's Office

It was determined that it would be in the best interest of all involved that the renovation/expansion would begin in January 2007.

Review of Chief's Memo Dated March 17, 2006

Boat decided against.

Stokes basket mounted on Truck 5 on hold: may not be feasible.

Everything else on the list has been ordered.

G. New Business

None.

H. Public Comment

No comment.

Motion was made by Mr. Campbell, seconded by Mr. Lindquist, and unanimously carried to enter into Executive Session to discuss personnel issues at 8:14 p.m.

Return to Public Meeting

Chairman LeBlanc announced that during Executive Session two issues were discussed.

1. District Policy on providing a stipend for members who did not take advantage of benefits offered through the contract. It was the sense of the Board that they would not offer any sort of compensation.

A motion was made by Mr. Campbell, seconded by Mr. Audette, that no compensation be made for members who do not elect to take advantage of benefits offered through the contract. All in favor. So voted.

2. In regard to the grievance, the sense of the Board is that they need to consult with legal counsel. They were not afforded the opportunity to properly digest the recent documentation received. No decision was announced on the grievance.

I. Adjournment

Motion is made by Mr. Gannon, seconded by Mr. Lindquist, to adjourn the meeting of the North Cumberland Fire District at 9:03 p.m. All in favor. So voted.

Minutes submitted by: Fay Dakake, Clerk _____

Approved by: Edward LeBlanc _____
Chairman